

# DLG-0201 - Proof of Identity/Age

Policies and Manuals (/policies-and-manuals/)

/ Driver's License Guide (DLG) (/policies-and-manuals/drivers-license-guide-dlg/) / DLG-0201 - Proof of Identity/Age

**Original Date:** 04/01/1991

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## BACKGROUND:

### <<<<<REVISION

Customers applying for a first-time issuance of a non-compliant or REAL ID Virginia driver's license, learner's permit, commercial driver's license (CDL), or identification card must provide proof of identity listed on the DMV 141 (<https://ps1.dmv.virginia.gov/intranet/forms/pdf/dmv141.pdf>) along with all other required documents indicated on the DMV 141 (<https://ps1.dmv.virginia.gov/intranet/forms/pdf/dmv141.pdf>).

### END REVISION>>>>>

## DOCUMENT ACCEPTABILITY FOR OBTAINING A DRIVER'S LICENSE OR IDENTIFICATION CARD:

- For a complete list of acceptable documents, refer to "Obtaining a Driver's License or Identification Card" (DMV 141 (<https://ps1.dmv.virginia.gov/intranet/forms/pdf/dmv141.pdf>)).
- The acceptable documents listed may change without prior notice.
- NEITHER TEMPORARY DOCUMENTS NOR PHOTOCOPIES OF DOCUMENTS WILL BE ACCEPTED. All documents must be originals. All documents will be subject to verification, which may delay the issuance of a customer's license, instruction permit or photo identification card.
- DMV may require additional documents. DMV will not accept a document when there is reason to believe it has been altered, fraudulently obtained or is fake, forged, counterfeit or otherwise non-genuine or illegitimate.
- Falsifying information on a driver's license, learner's permit, CDL, CDL instruction permit or ID card application is a criminal offense. Altering or assisting a person with improperly or fraudulently obtaining a driver's license, learner's permit, CDL, CDL instruction permit or ID card are also criminal offenses.

## PROOF OF IDENTITY POINTS TO REMEMBER:

- Documents presented as proof of identity MUST show the customer's full legal name and date of birth. NICKNAMES WILL NOT BE ACCEPTED.
- The customer must present a document from the list of documents.
- CSC management has the authority to NOT accept ANY documents that are QUESTIONABLE. In these cases, the customer can be requested to provide ADDITIONAL documents.
- Customers holding a Virginia issued ID card are REQUIRED to present legal presence when applying for an original license or permit.
- Customers holding a valid permit or license are NOT REQUIRED to present legal presence when applying for an original ID card.
- Customers complying a medical review suspension or medical review cancellation who are otherwise eligible (e.g. no outstanding orders) to receive a license are NOT REQUIRED to present legal presence.
- The same document may be used to prove legal presence and identity, providing it is listed as an acceptable document on both lists on the DMV 141 (<https://ps1.dmv.virginia.gov/intranet/forms/pdf/dmv141.pdf>).

## IDENTITY DOCUMENT NOTES:

- REAL ID compliant driver's licenses, identification cards, and CDLs are acceptable identity documents.
  - REAL ID compliant credentials will have a gold, black or gray star printed in the upper right corner.

- DMV ACCEPTS
  - PLASTIC birth registration cards issued by the Virginia Division of Vital Records
  - PAPER birth registration cards issued from the following states:
    - Illinois
    - Oregon
    - Rhode Island
- DMV does NOT ACCEPT:
  - Plastic birth registration cards issued by a non-Virginia state, U.S. territory or jurisdiction.
  - Notifications of Birth Registration (issued by any U.S. state, territory or jurisdiction.)
  - Birth certificates from Puerto Rico issued before July 1, 2010.
- Paper documents (not listed on the Birth Document Chart ([https://ps1.dmv.virginia.gov/intranet/manuals/dlg/pdf/birth\\_doc\\_chart.pdf](https://ps1.dmv.virginia.gov/intranet/manuals/dlg/pdf/birth_doc_chart.pdf))) with the following titles must be forwarded to Identification Review (IR) for elevated review (refer to DLG-0202 (<https://ps1.dmv.virginia.gov/intranet/manuals/dlg/dlg0202.pdf>)):
  - Birth Registration
  - Certificate of Birth Registration
- DMV will accept a Virginia Certificate of Foreign Birth if NO disclaimer is on the document (indicating the document is not evidence of U.S. citizenship).
  - If the Virginia Certificate of Foreign Birth contains a statement indicating the document is not evidence of U.S. citizenship, the CSR must:
    - Request proof of one of the parent's U.S. citizenship (the parent must be listed on the Virginia Certificate of Foreign Birth).
    - Submit the Virginia Certificate of Foreign Birth and the parent's citizenship document to Identification Review.
- Forward all Certificate of Foreign Birth documents issued by another state to Identification Review for further review.
- DMV accepts unexpired foreign passport with an expired or unexpired visa, I-94 or I-94W or I-551 stamp. If the I-94W is presented, it MUST be from a country participating in the Visa Waiver Program (VWP):

#### VISA WAIVER PROGRAM-PARTICIPATING COUNTRIES

Andorra	France	Lithuania	Slovakia
Australia	Germany	Luxembourg	Slovenia
Austria	Greece	Malta	South Korea
Belgium	Hungary	Monaco	Spain
Brunei	Iceland	Netherlands	Sweden
Chile	Ireland	New Zealand	Switzerland
Czech Republic	Italy	Norway	Taiwan
Denmark	Japan	Portugal	United Kingdom
Estonia	Latvia	San Marino	
Finland	Liechtenstein	Singapore	

- Customers presenting a valid Canal Zone Government Certificate of Live Birth (Panama Canal Zone) may be an acceptable proof of identity (and legal presence) IF the customer:
  - Was born on or before October 1, 1979, **AND**
  - Presents their parent's legal presence document indicating their parent's U.S. citizenship.

**NOTE:** If a customer presents this certificate as proof of identity (or legal presence), it must be sent for elevated review and verification by Identification Review (refer to DLG-0202

(<https://ps1.dmv.virginia.gov/intranet/manuals/dlg/dlg0202.pdf>))

- DMV accepts the Consular Report of Birth Abroad of a Citizen of the United States of America (form FS-240) or Certification of Report of Birth Abroad of a Citizen of the United States of America (Form DS-1350)

**NOTE:** An FS-240 is from the U.S. Embassy or Consulate in the country of birth. A DS-1350 is issued by the U.S. Department of State.

#### REFERENCE:

- Code of Virginia: §§ 46.2-323 (<http://law.lis.virginia.gov/vacode/46.2-323>), 46.2-345 (<http://law.lis.virginia.gov/vacode/46.2-345>)
- Data Entry: N/A

#### RELATED LINKS:

Proof of Identity/Age/Legal Presence Charts (<https://ps1.dmv.virginia.gov/intranet/manuals/dlgtoc.shtml#residency>)

#### CONTACT:

For additional information contact:

- Your CSC Manager/Assistant Manager
- DMV DIRECT Help Desk

#### PROCEDURE PROPONENT:

DSA/Driver Licensing Division/Identification Review